



STATE OF DELAWARE  
DEPARTMENT OF NATURAL RESOURCES &  
ENVIRONMENTAL CONTROL  
**DIVISION OF WATER**  
89 KINGS HIGHWAY  
DOVER, DELAWARE 19901

BOARD OF CERTIFICATION

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**Board of Certification for Wastewater Operators**  
**Tuesday, February 2, 2016 8, 2016**  
**DNREC, Richardson & Robbins Building,**  
**Conference Room B172**  
**9:00 a.m.**

**MEETING MINUTES**

**In Attendance:**

Board: Brian Blackburn, Glenn Davis and Jerry Esposito  
DW: Bryan Ashby, Melissa Kiser, Nicole Smith and Faye Wheeler  
Public: Mark Kondelis, Sr.; Mark Kondelis, Jr; Sarah Smith and John Thaeder

**Chairman Blackburn called the meeting to order at 9:02 a.m.**

- A quorum of the board is present.
- The agenda for the current meeting is approved.
- Minutes of the January 8, 2016 meeting are approved as submitted.

**Old Business**

- **Start Action Notice (SAN)**
  - Glenn Davis reports he has completed the SAN. It must now go through the Division review. As a part of the process, we will be holding public workshops. The multi plant policy language is included in the new regulations. (OPEN)
- **RME Documentation**
  - Mark Kondelis, Sr. will be meeting with Jeff Deats this week to discuss the RME documentation. Glenn Davis reminded him to let Melissa Kiser and Heather Sheridan know the status after the meeting. (OPEN)
- **Chesapeake Bay Grant Funds for Training Upgrades**
  - Hilary Valentine was not able to attend the meeting. Bryan Ashby does not have anything to report. He had a couple of call with accounting. (OPEN)

### **New Business**

- **Continuing Education Course Approvals/Denials (November, December and January)**
  - Going forward, in order to save paper, the Board prefers to have the report distributed and original course approvals available for inspections upon request.
  - The Board was in agreement with the classification of all training classes submitted.
- **Operator License Renewals/Certifications/Expirations (January)**
  - The Board reviewed renewals, certifications and expirations
- **License certifications and renewals audit for January**
  - Six folders were randomly pulled and reviewed by the Board – no issues were found.

The next Board of Certification for Wastewater Operators meeting will be held on Tuesday, March 1, 2016 at 9:00 a.m. in DNREC, Richardson & Robbins Building, Conference Room B172.

### **Meeting was adjourned at 9:29 a.m.**

Respectfully Submitted,  
Faye Wheeler, CAP